



City of Loma Linda Official Report

Floyd Petersen, Mayor
Karen Gaio, Mayor pro tempore
Robert Christman, Councilmember
Stan Brauer, Councilmember
Robert Ziprick, Councilmember

COUNCIL AGENDA: February 24, 2004
TO: City Council
VIA: Dennis R. Halloway, City Manager
FROM: Pamela Byrnes-O'Camb, City Clerk
SUBJECT: Minutes of January 27 and February 10, 2004

RECOMMENDATION

It is recommended that the City Council approve the Minutes of January 27 and February 10, 2004.

City of Loma Linda

PENDING CITY
COUNCIL APPROVAL

City Council Minutes

Regular Meeting of January 27, 2004

A regular meeting of the City Council was called to order by Mayor Petersen at 7:04 p.m., Tuesday, January 27, 2004, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Councilmen Present:	Mayor Floyd Petersen Mayor pro tempore Karen L. Hansberger Robert H. Christman Robert Ziprick
Councilman Absent:	Stan Brauer
Others Present:	City Manager Dennis Halloway City Attorney Richard E. Holdaway

Mayor Petersen led the invocation and Pledge of Allegiance. No items were added or deleted, nor were any public participation comments offered upon invitation of the Mayor.

Scheduled and Related Items

CC-2004-010 – Presentation of Certificates of Appreciation to Boy Scouts and family members of Troops 15, 16 and 44 of the Grayback District, Inland Empire Council and students from the San Bernardino Valley College for assembling and distributing recycling materials citywide

Mayor Petersen stated that in an effort to increase recycling awareness, the City sponsored a Recycling Campaign during the month of December, at which time recycling information was distributed to all Loma Linda residential customers. The packets included a letter from the City introducing the program, a recycling flyer, a label to be placed on the recycling container identifying acceptable recyclable materials, household hazardous waste information, and a pledge card committing to recycle used oil.

In addition, Donald Buchanan, Civics Activity Chairman of the Grayback District of the California Inland Empire Council recruited students from his San Bernardino Valley College Oceanography class to participate as part of their awareness of environmental concerns for ocean studies. The Boy Scouts, their families and SBVC students assembled 4,500 packets and distributed them door-to-door.

Mayor Petersen then called representatives of Troops 15, 16 and 44 forward and presented a packet of Certificates of Appreciation to each participating Boy Scout. A similar packet of Certificates of Appreciation was presented for forwarding to Mr. Buchanan, who was unable to attend.

Geri Molner of Waste Management then presented Certificates to the Boy Scouts and expressed appreciation for their labor-intensive endeavor.

Participating Boy Scouts from Troop 15, Scoutmaster Richard Lawrence were: James Brown, Adam Curtis, Michael Lambert, Matthew Larsen, Brent Olmos, Nick Raoux, Josh Ryan, Israel Scott, Chris Soper, and James Soper. Troop 16, Scoutmaster Jay Brown and Marianne Agre Committee Chairman were: Jason Agre, Brent Bischoff, Jayson Brown, Patrick Day, Blaine Geviss, Alexander Hu, Nick Hu, Alan Kao, RJ Lynn, Joe Moreno, Zachery Roche, Michael Roque, Joshua Washke, Matt Wiltgen, Jeff Woods, and Katie Woods (Girl Scout). Troop 44, Scoutmaster Jim Gates were: Joshua Curtis-Payne, Trey Farquhar, Austin Gardner, Riley Gardner, Garrett Grozak, Tanner Hansler, Alex Heim, Andrew Heine, Sandy Meier, Max Newton, John Ng, and Elliott Weaver. San Bernardino Valley College Students participating were: Anna Barnett, Cindy Flores, Christina Frances, Sergio Gonzalez, Greg Honn, Judy Jimenez, Kathryn (Katie) Lapin, Carolee Luna, Joanna Molina, Martha Munoz, Holly Schroder, Shayla Sharmin, Florence Souder, Victoria Vanhoose, Julie Wells, and David Yuill.

CC-2004-011 – Public Hearing – Council Bill #R-2004-02 – Updating the schedule of fees for services.

The public hearing was opened. Mayor Petersen noted that the proposed fee schedule was forwarded to the Budget Committee for review and request was made to continue the public hearing to February 10. After asking if anyone present wished to speak and there being no public testimony offered, he declared the public hearing continued to February 10.

CC-2004-012 – Consent Calendar

Motion by Ziprick, seconded by Christman and unanimously carried to approve the following items:

The Demands Register dated January 27, 2004 with commercial demands totaling \$345,071.39 and payroll demands totaling \$188,409.46.

The Minutes of January 6 and 13 as presented.

The December 2003 Department of Public Safety Statistics Report for filing.

The Pavement Rehabilitation Project on Bellaire Street between Prospect Avenue and Shepardson Drive; Poplar Street between Prospect Avenue and Shepardson Drive; Richmond Road between Prospect Avenue and Shepardson Drive; Shepardson Drive between Stewart Street and Benton Street; and a portion of Mountain View Avenue as complete and authorized recordation of the Notice of Completion for Laird Construction, contractor.

Council Bill #R-2004-03.

Resolution No. 2314

A Resolution of the City Council of the City of Loma Linda, California, supporting the Healthy Cities Project and indicating its intent to participate in the project.

The transfer of \$16,646 from Fire & Rescue Maintenance and Operations to Capital to allow for the completion of purchasing extrication equipment for the Medic Squad.

An Agreement with Sheila McKee to conduct dog obedience classes.

Extending the Professional Services Agreement with E. Tseng & Associates relating to AB 939 and SB 1066 technical services.

Extending the Agreement with Jose A. Valdes for water meter reading services to June 30, 2005 and an increase from \$.75 to \$.80 per water meter reading beginning January 2004.

Request from Cafe' Society to change the two-hour parking limit to 20 minute parking on the southeast corner of University Avenue and San Juan Street.

Installation of three-way stop signs and a crosswalk at Van Leuven Street and Poplar Street.

New Business

CC-2004-013 – Accept with regret the resignation of Marilyn Roberts from the Planning Commission and authorize preparation of a plaque to be presented at a later date in recognition of her service to the community

Community Development Director Woldruff commented that Mrs. Roberts was a charter member of the Planning Commission, was very thorough and familiar with the material presented to the Commission, and put a lot of effort into the General Plan process as well as the projects submitted to the Planning Commission. Her contributions would be missed.

Motion by Ziprick, seconded by Hansberger and unanimously carried to accept with regret the resignation of Marilyn Roberts from the Planning Commission, and authorize preparation of a plaque to be presented in recognition of her service to the community.

CC-2004-014 – Increase revenue and expenditure and award a contract for installation of a World Trail Exercise Course in the Southern California Edison Easement between Beaumont Avenue and Hinckley Street

Mayor pro tempore Hansberger introduced the item, stating that a training course was donated by the San Bernardino County Third District Supervisor for the linear park/trail. Because the

improvements were accomplished at less cost than anticipated, extending improvements to an adjacent portion of the SCE Easement Park/Trail was planned.

Motion by Christman, seconded by Hansberger and unanimously carried to increase the revenue and expenditure accounts for the Southern California Edison Easement Trail Improvements in the amount of \$17,000 and to award a contract to Dave Bang Associates, Inc. in the amount of \$14,355.82 for the purchase and installation of the World Trail Exercise Station Course.

Reports of Councilmen

Mayor Petersen presented Mayor pro tempore Hansberger with a donation toward improvements to the Southern California Edison Easement Trail.

He also commented on the ribbon cutting ceremony for an apartment unit sponsored by Stevens Home For Children, an organization that provides temporary housing for families with children who have just been released from the hospital but still need treatment. Two apartment units within the Rosewood Apartment Complex were utilized for that purpose. The organization also planned to construct a 10-unit apartment complex. Councilman Ziprick added that the BIA supported the organization by providing funds to repair the unit.

Mayor pro tempore Hansberger announced that dog obedience classes would be starting in February at Hulda Crooks Park, and those interested could contact the Administration Department for details.

The meeting adjourned at 7:22 p.m.

Approved at the meeting of

City Clerk

City of Loma Linda

City Council Minutes

Regular Meeting of February 10, 2004

A regular meeting of the City Council was called to order by Mayor Petersen at 7:03 p.m., Tuesday, February 10, 2004, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Councilmen Present: Mayor Floyd Petersen
Mayor pro tempore Karen L. Hansberger
Robert H. Christman
Stan Brauer
Robert Ziprick

Councilman Absent: None

Others Present: City Manager Dennis Halloway
City Attorney Richard E. Holdaway

Mayor pro tempore Hansberger led the invocation and Pledge of Allegiance. No items were added or deleted from the agenda, nor were any public participation comments offered upon invitation of the Mayor.

Scheduled and Related Items

CC-2004-015 – Presentation to Marilyn Roberts in recognition of her service to the community as a member of the Planning Commission

Mayor Petersen noted that Mrs. Roberts was a charter member of the Planning Commission established in 1992 and also served as its chairman. He noted that she was genuinely concerned about the city, its looks and feel as a community. He indicated that she was unable to be present, but the plaque, a public way of recognizing her contribution to the City, would be delivered to her. Other Council Members also commended Mrs. Roberts for her contributions to the City and her tireless efforts toward beautification, often cleaning areas herself and prodding other members of the community to take pride in their neighborhoods.

Glenn Elssmann, 11641 Poplar Street, stated that Mrs. Roberts had a great deal of influence on the quality, planning and types of communities that were being proposed and built in Loma Linda. He then suggested that a street in one of the new communities be named for her.

CC-2004-016

CRA-2004-006 – Joint meeting of the City Council and Redevelopment Agency pertaining to the 2002-2003 Fiscal Year Audit Report

Finance Director DeAnda stated that the report included the City's first Comprehensive Annual Financial Report, which was GASB 34 compliant. John Herrera of John Herrera & Associates assisted in the compilation of the CAFR document and was present to address that portion of the document. Following John Herrera's presentation, Don Parker of Lance, Soll & Lunghard, the City's auditing firm, would present the audit portion of the document.

Mr. Herrera addressed the City Council and Agency Board, stating that:

1. The report was prepared under the GASB 34 format.
2. The CAFR was considerably different from the General Purpose Financial Statements received previously as part of the audit report, in that it provided more insight into the City's financial performance, trends, results of operations, and the financial position of the City at year-end.
3. The CAFR was a three-part financial report made up of introductory, financial, and statistical sections.
4. The CAFR provided two sets of financial statements: Government Wide Financial Statements, which were similar to consolidated financial statements of a corporation, and the Fund Financial Statements, which were the traditional financial statements.
5. The Government Wide Financial Statements provided full accrual accounting like the private sector.
6. Depreciation was now recorded for all City buildings, infrastructure, and capital assets.
7. The Introductory Section provided background and information regarding the CAFR.

8. The Financial Section included the independent audit report and a management discussion analysis similar to private sector corporate financial statements.
9. The City and Redevelopment Agency Financial Statements were combined.
10. The Fund Financial Statements continued to be provided.
11. The Financial Statement showed the adopted budget and what was actually spent, and also the final budget versus what was actually spent.
12. The Statistical Section provided trend data, tables, and other information showing the trend of the City's finances.

He added that the CAFR ending June 30, 2004, in his opinion, would meet requirements for an award by GFOA and CSMFO. In addition, the GFOA stated that the CAFR was an appropriate document to satisfy the continued disclosure requirements of SEC ruling 15212.

Don Parker of Lance, Soll & Lunghard addressed the City Council and Agency Board regarding the independent audit. He stated that the City obtained an unqualified opinion on its financial statements, meaning that those statements fairly represented the results of operations and the position of the funds in accordance with generally accepted accounting principles. There were no reportable conditions or situations of weakness in internal control that would not allow the system to protect or safeguard assets.

He explained that GASB 34 stood for Governmental Accounting Standards Board Rule 34, which was a major change in financial reporting for governmental agencies and was an update in the reporting model adopted in 1979. Rule 34 was approximately 10 years in drafting and developing by the Governmental Accounting Standards Board. It provided generally accepted accounting principles for financial reporting for all governmental entities, and also required that all component units of the City, such as the Redevelopment Agency and Financing Authority be combined in one report.

He stated that the City had not fully implemented recordation of its entire infrastructure; that GASB 34 allowed the City four years to convert and record the entire infrastructure within the City: streets, sidewalks, bridges, storm drains, etc.

Mr. Parker compared the General Fund, which accounts for everything that was not restricted by another fund, for the last three years, comparing cash, assets, liability, revenue, expenditures, and equity. He noted that cash increased as well as assets and equity. Revenues increased over expenditures; therefore equity rose.

Because of GASB 34 requirements, the figures for the Redevelopment Agency for 2002-2003 were not comparable to previous years, in that there were major changes in assets and liabilities caused by the GASB 34 re-statements. The 2003-2004 audit would provide information for comparison to 2002-2003. The net difference in assets and liabilities were primarily due to the bonding that occurred, which also changed the revenue and expenses dramatically. Cash increased due to unspent bond proceeds. Revenue still exceeded expenditures. Equity was reduced due to GASB 34.

Councilman Christman stated that as a member of the Audit Committee, he met with Mr. Parker, City Manager Holloway, and Finance Director DeAnda, and was very pleased with the presentation. He commended Staff for the clean audit opinion and management letter. Councilman Brauer thanked Staff and the Budget Committee for their efforts.

Motion by Christman, seconded by Ziprick and unanimously carried to accept the audit opinions for both the Redevelopment Agency and the City.

The Agency Board recessed to allow completion of the City Council Agenda.

CC-2004-017 – Public Hearing – Council Bill #R-2004-02 – Updating the schedule of fees for services

The public hearing was opened and Finance Director DeAnda presented the report into evidence, stating that the last update to the City's service fees was done in 1997. Revenue & Cost Specialists conducted an extensive analysis of the cost of providing services to residents, non-residents, businesses and the development community. Revenue & Cost Specialists, with Staff, presented the study to the City Council at a workshop on January 6, and Staff presented the study to the Budget Committee on January 20 and 29. The Budget Committee recommended its adoption. She noted that some fees remained the same; others were increased, while still others were decreased. A fee was added subsequent to the workshop relating to GIS reports. She then indicated that Eric Johnson of Revenue & Cost Specialists was present to respond to questions.

City Manager Halloway suggested that the fee relating to appeal processing, S-006, be modified for owners of single-family residences, and suggested a fee of \$100. Mr. Johnson responded to questions.

No other public testimony was offered.

Motion by Christman, seconded by Brauer and unanimously carried to adopt Council Bill #R-2004-02, excepting S-006 relating to appeal processing, and to continue the public hearing relating to that single item.

Resolution No. 2315

A Resolution of the City Council of the City of Loma Linda, establishing a schedule of fees and charges for City services and repealing Resolution No. 1969

CC-2004-018 – Consent Calendar

Motion by Ziprick, seconded by Hansberger and unanimously carried to approve the following items:

The Demands Register dated February 10, 2004 with commercial demands totaling \$37,664.56 and payroll demands totaling \$176,908.30.

The January 2004 Treasurer's Report for filing.

An amendment to the contract with Golden West Landscape in the amount of \$28,897 to add installation of irrigation system and landscape at the Southern California Easement Trail between Hinckley Street and Lawton Avenue

New Business

CC-2004-019 – Mid-year budget review 2003-2004 Fiscal Year and recommended budget adjustments

Finance Director DeAnda presented the report, explaining that because of management's review and known State budget impacts, Staff and the Budget Committee recommended a number of adjustments. She then reviewed revenues, expenditures, cash balances of the City and Agency, affect of the loss of Motor Vehicle License Fees, and responded to questions.

Motion by Ziprick, seconded by Christman, and unanimously carried to receive the report and approve the budget appropriations as requested.

Reports of Councilmen

Mayor Petersen asked that an item be placed on the next agenda supporting certain ballot propositions.

CC-2004-020 – Closed Session – Conference with Legal Counsel and Real Property Negotiator (Government Code Section 54956.8)

Property:	City-owned acreage south and westerly of the prolongation of Mt. View Avenue
Negotiating Parties:	Dennis R. Halloway, Empire Homes
Under Negotiation;	Price and terms of payment

The City Council recessed at 7:47 p.m. to consider the closed session item as listed and reconvened with all members present at 8:30 p.m. City Attorney Holdaway announced that the City Council met with Legal Counsel and its Negotiator and gave direction. There was no final action to report.

The meeting adjourned at 8:30 p.m.

Approved at the meeting of

City Clerk